

DRAFT MINUTES
Nevada State Emergency Response Commission
Information Technology Committee
Orleans Hotel & Casino
4500 W. Tropicana Ave., Salon H
Las Vegas, NV
January 12, 2005

Members Present

Richard Mirgon
Douglas Webb
Susan Crowley
Steve Noyes

Absent

Carolyn Levering
Doyle Sutton
Jeff Page

Guest Attending

Stacey Giomi

Staff Present

Karen Kennard
Cheryl Folkers

I. Call to Order

Chairman Richard Mirgon called the meeting to order at 3:10 p.m.

II. Introductions

A roll call was taken of the Committee members to determine a quorum. A quorum was present. Introductions of guest was made as shown above.

III. Old Business

A. Approval of March 30, 2004 meeting minutes

Doug Webb motioned to approve minutes. Susan Crowley seconded the motion which was approved unanimously.

B. Discussion/Recommendation on “Request For Proposal” (RFP) for hiring a consultant to review the Nevada Chemical Facility Database (NCFD) as directed by the SERC at its meeting on April 8, 2004

The SERC previously approved hiring an outside consultant to review NCFD and make recommendations regarding continued use or replacing it. Before action was taken on this item the Committee discussed item A under New Business on this agenda. After discussion and approval of item A on this agenda, Ms. Crowley motioned not to hire an outside consultant to review the current NCFD. Mr. Webb seconded the motion which was approved unanimously.

IV. New Business

A. Discussion/Recommendation on possible methods of funding and purchasing a database to replace NCFD

Ms. Kennard stated there is a company called Intelligence Decisions System, Inc. (IDSi) which demonstrated the Tier II Manager to most of the SERC and the members of the Information Technology Committee. Ms. Kennard stated she spoke with several states and counties which are currently using the system. Everyone is satisfied with the system and the company providing the software. The software package including the GIS option will cost approximately \$60,000.

Steve Noyes, Public Safety Information Technology, stated hardware would have to be purchased to house the data, which will cost approximately \$10,000. The maintenance for the software is \$1,500 per year. There was discussion to attempt to purchase the software as “sole source.” If it is not approved as “sole source” then staff will process a Request For Proposal. Ms. Crowley motioned to recommend to the SERC to purchase the software and server as “sole source,” Mr. Webb seconded the motion. Ms. Kennard advised the Committee of the possible funding to be used to purchase the software. The Committee discussed recommending SERC funds to purchase the software/hardware. The motion was approved unanimously.

V. Public Comments

Ms. Kennard advised the Committee that the Strategic Planning Committee reviewed the goals they submitted at the last meeting. The Strategic Planning Committee found the goals were inconsistent with the duties of the Committee. Ms. Kennard advised the Committee to keep goals in mind for the next meeting.

VI. Adjournment

Ms. Crowley motioned to adjourn the meeting at 3:55 p.m.